



FACILITIES- JANITOR

To Apply

Posted: August 11th, 2021/ open until filled

Position Title: Janitor

Job Type: PT/M-F, 3:00-8:30pm

Start Date: September 2021

Organization Name: Grace Cascade Christian Schools

Location: Medford, OR 97504

School Website: www.gracechristian.org

Contact Person: Kaylene, Human Resources

Contact Phone: (541) 608-1315

Contact Email: kbrown@gracechristian.org

Minimum Requirements: One year janitorial or maintenance experience preferred.

Apply online: www.gracechristian.org/about-us/employment

Job Description

Title: Janitor

Status: Non-Exempt Employee/Classified hourly

Reports to: Facilities Coordinator/Janitorial Lead

General Description: Performs general janitorial and maintenance duties in a variety of areas at both school locations.

QUALIFICATIONS:

Spiritual

- Has received Jesus Christ as his/her personal Savior.
- Believes that the Bible is God's Word and standard for faith and daily living.
- Is a Christian role model in attitude, speech, and actions toward others. This includes being committed to God's Biblical standards for sexual conduct.
- Is a member in good standing at a local, evangelical church which has a Statement of Faith in agreement with the school's Statement of Faith.
- Shows by example the importance of Scripture study and memorization, prayer, witnessing, and unity in the Body of Christ.
- Supports schools' mission, vision, and core values.

Knowledge and Experience

- Must be able to communicate well with staff and supervisor.
- Consistently exhibits a positive attitude toward life and toward people.
- Is a positive example in appearance, posture, language, etc.
- Presents a positive representation to students, parents, and the community.

- Works successfully with families and staff.
- Listens to others without interrupting; keeps emotions under control.
- Maintains confidentiality.
- Welcomes counsel and constructive critique.
- Ability to interact appropriately in potentially volatile situations.

ESSENTIAL FUNCTIONS

Spiritual Leadership

- Reflects the purpose of the school which is to honor Christ in every activity.
- Models in speech, actions, and attitude, a consistent daily walk with Jesus.
- Follows the pattern of problem-solving described in Matthew 18:15-35 in resolving conflicts involving students, parents, administration, and staff.

Position Responsibilities

- Performs general janitorial duties at either school site in a variety of areas as assigned by the Facilities Coordinator/Janitorial Lead. Adheres to the schedule provided, accomplishing tasks in a timely manner.
- Performs yard maintenance during summer season.
- Performs janitorial duties in kitchens, classrooms, common areas, locker rooms, staff offices, computer labs, and all areas as assigned by supervisor.
- Disinfects all assigned areas using proper chemicals and disinfecting methods.
- Maintains flooring throughout both sites. Hard surface strip and wax and carpet cleaning.
- Assists maintenance team with basic maintenance duties as assigned.
- Ensure that all applicable fire, safety, health, and environmental regulations and laws are observed and exceeded.
- Operate and maintain in a safe and operational condition all tools and equipment necessary to carry out job functions and responsibilities.
- Establish and maintain effective, Christ-centered relationships based on mutual respect and trust and work collaboratively with students, staff, and parents.
- Completes all trainings and background screenings by due date as assigned by Head of Schools or Administration. Including, but not limited to, Child Abuse Identification and Prevention, Oregon State and Federal mandated trainings, and OSHA trainings.

Physical Demands

Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

- Sit and Stand for extended periods of time.
- Exhibit manual dexterity to dial a telephone, enter data into a computer.
- See and read a computer screen and printed material with or without vision aides.
- Must have good depth perception, peripheral and distance vision.

- Hear and understand speech at normal classroom levels outdoors and on the telephone/security radio.
- Speak in audible tones so that others may understand clearly in normal classrooms, outdoors and on the telephone/security radio.
- Physical agility to lift or move up to 25 pounds.
- Ability to bend, stoop, climb stairs, reach overhead, and move classroom furnishings.

Note: *This job description in no way states or implies that these are the only duties to be performed by this employee. This employee will be required to follow any other instructions and to perform any other related duties as assigned by the supervisor or appropriate school administrator. This is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. Grace Cascade Christian Schools reserves the right to update, revise or change this job description and related duties at any time.*